

## **FARGO HOUSING & REDEVELOPMENT AUTHORITY (FHRA)**

P.O. Box 430, Fargo, ND 58107-0430

325 Broadway, Fargo, ND 58102

Phone/TDD: (701) 293-6262

FAX: (701) 293-6269

### **INFORMATION AND APPLICATION**

#### **HOUSING PROGRAMS COVERED BY THIS APPLICATION:**

1. **Public Housing** - Homes owned and operated by the FHRA. Rent is based on household income and is approximately 30% of household's gross adjusted income.
  - Family Public Housing - scattered site duplexes and single family homes for households qualifying as a family unit.
  - Lashkowitz High Rise, 101 South 2nd Street – preference for households qualifying as elderly/disabled.
  - Pioneer Manor, 201 11th Street North – preference for households qualifying as elderly.
  - New Horizons Manor, 2525 North Broadway - wheelchair accessible housing for households qualifying as disabled.
  
2. **Rental Assistance** – Qualified applicants find a unit that meets all guidelines and is within the FHRA's jurisdiction (Fargo, West Fargo and Moorhead). FHRA will provide assistance with the rental payment. Client's rent is based on household income and is approximately 30% of household's gross adjusted income.

Carefully complete the application. If you do not understand any part of the application or have any questions, call our office at (701) 293-6262.

We are unable to place your name on a waiting list until the application is complete.

#### **YOUR APPLICATION WILL NEED TO INCLUDE:**

- ◆ **Copy of original social security cards for all household members.**
- ◆ **Copy of a picture I.D. for all household members 18 years of age or older.**
- ◆ **Copy of birth certificate is required for children.**
- ◆ **Copy of papers from INS showing legal immigration status.**
- ◆ **Signatures of all household members 18 years of age or older.**

**It is your responsibility to inform FHRA in writing of any changes of addresses or telephone number. If FHRA correspondence is returned because of an incorrect address, your application will be removed from our waiting list.**

You will be notified in writing when your completed preliminary application has been received and you have been placed on the waiting list(s).

When you sign the certification and release of information form on the application, you are claiming that, to the best of your knowledge and belief, the application is complete and true. You are committing fraud if you sign this form knowing it contains false or misleading information.

Information you give on your application will be verified by FHRA. In addition, FHRA may do background checks on the information provided on your application (income, credit reports, employment, criminal background, utilities, etc.)

**The United States Department of Housing and Urban Development (HUD) and the FHRA place a high priority on preventing fraud. If your application contains false or incomplete information, you may be:**

- **Evicted from your apartment or house (if discovered after you receive assistance);**
- **Required to repay all overpaid rental assistance you received;**
- **Fined up to \$10,000;**
- **Imprisoned for up to 5 years; and/or**
- **Prohibited from receiving future assistance.**

**Your State and Local governments may have other laws and penalties as well.**

If you are aware of anyone who has falsified an application, or if anyone tries to persuade you to make false statements, report them to the FHRA. If you cannot report to the FHRA, call the HUD Hotline 1-800-347-3735 or HUD Hotline TDD 1-202-708-2451.

If you feel you have been discriminated against because of your national origin, gender, disability, age, religion, family status, marital status, income source or political affiliation, you may call the Fair Housing Office.

# PUBLIC HOUSING

Fargo Housing & Redevelopment Authority  
325 Broadway  
Fargo, ND 58102

Phone/TDD: (701)293-6262  
FAX: (701)293-6269

Established in 1969, The Fargo Housing and Redevelopment Authority (FHRA) is responsible for managing Low-Rent Public Housing, Section 8 Rental Assistance and is active in various community redevelopment activities. The FHRA is governed by a 6 member Board of Commissioners who are appointed by the Mayor for 3 year terms and approved by the City Commission. The Fargo Housing & Redevelopment Authority (FHRA) offers a variety of housing options and related services to clients/residents. In addition to 576 Public Housing units, the FHRA also manages 1156 Section 8 Rental Assistance Vouchers and various privately owned affordable units. FHRA programs are funded and regulated by the United States Department of Housing & Urban Development (HUD).

The types of homes available range from one-bedroom apartments in high-rise buildings to duplexes and single family homes in scattered site plans throughout the community, providing residents with a range of housing options best suited to their needs.

## **PUBLIC HOUSING PROPERTIES**

Each FHRA development has its own personality and accompanying set of features. These include playgrounds, community rooms, laundry facilities/hookups, and staff to assist with a wide variety of services.

### 14-1 LASHKOWITZ HIGH RISE 101 South 2nd Street

Designed for Elderly and Disabled people, the Lashkowitz High Rise is 22 stories in height and contains 249 units. Lashkowitz High Rise was first occupied in 1971. It has 248 one-bedroom apartments and 1 two-bedroom apartment. This community features a beautiful outdoor patio, resident lounge and a spacious community room. The Fargo Senior Commission provides many activities and services as well as an on-site Tenant Services Director.

### 14-2 NEW HORIZONS 2525 North Broadway

New Horizons is the FHRAs fully accessible community. This High Rise was first occupied in 1973 and features specialized appliances as well as roll-in showers. This building has 74 one-bedroom and 23 two-bedroom units, as well as one 3-bedroom unit. Featuring a large community room, kitchen and a craft room, this facility provides a truly homelike atmosphere and sense of community.

### 14-6 PIONEER MANOR 201 North 11th Street

First Occupied in 1983, the Pioneer Manor has 46 one-bedroom apartments and is intended to accommodate Elderly people. This community features a relaxing community room, attractive patio area and on-site laundry facilities.

### 14-3 MADISON and JEFFERSON SCHOOL AREAS

This community consists of 26 two-bedroom duplexes, 33 three-bedroom and 28 four-bedroom single-family homes. First occupied in 1972, these homes are scattered throughout the community. Each unit features a basement, large yard and individual laundry hookups and clotheslines.

### 14-4 18th STREET and 25th AVENUE SOUTH

A cluster of 14 two-bedroom and 14 three-bedroom duplex units, this neighborhood was first occupied in 1979 and offers a central playground, off-street parking and individual laundry hookups.

### 14-5 30th and 31st AVENUES SOUTH and 22ND STREET SOUTH

Built in 1980, this scattered-site community consists of 20 two-bedroom and 6 three-bedroom duplex units. The units are scattered throughout the neighborhood and feature private yards and individual laundry hookups. This neighborhood also has 2 two-bedroom wheelchair-accessible homes.

### 14-7 34th AVENUE SOUTH

This spacious cluster of 28 two bedroom and 12 three bedroom duplex units was first occupied in 1983. This neighborhood features individual laundry hookups, large yards and 2 playground areas. This neighborhood also has 2 two-bedroom wheelchair-accessible homes.

## WHO MAYBE ELIGIBLE?

An applicant family will be “eligible” if they:

- Have an annual income at or below a PHA’s income limit; and
- Meet one of the PHA’s definitions of “family”; and
- Have at least one family member who is either a U.S. citizen or an eligible immigrant; and
- Provide Social Security numbers for every family member age 6 or older or certify that they do not have Social Security numbers.

In addition to these criteria, an applicant must pass the PHA’s screening before being qualified to receive a unit offer.

Federal guidelines mandate that 40% of our clients must be eligible under extremely low guidelines, 60% may be eligible under the "very low/ low" guidelines.

**Effective: 06/2011**

### INCOME LIMITS

| NUMBER OF PEOPLE | EXTREMELY LOW | VERY LOW/ LOW |
|------------------|---------------|---------------|
| 1                | \$14,600      | \$38,850      |
| 2                | \$16,650      | \$44,400      |
| 3                | \$18,750      | \$49,950      |
| 4                | \$20,800      | \$55,500      |
| 5                | \$22,500      | \$59,950      |
| 6                | \$24,150      | \$64,400      |
| 7                | \$25,800      | \$68,850      |
| 8                | \$27,500      | \$73,300      |

\*Includes ALL income from ALL sources.

## HOW THE PROGRAM WORKS

1. The applicant makes application with the FHRA.
2. When your name reaches the top of the waiting list, you will be notified by mail to attend a briefing that explains public housing. Failure to attend this meeting, failure to respond to the mailing within ten days or if mail is returned due to an incorrect address will result in the removal of your name from our waiting list. (Once your name has been removed from the waiting list, a new application will be required and the entire process will be repeated)
3. Eligible participants will meet with the project manager and inspect their prospective unit.
4. The participant and project manager will discuss the terms of their lease and program rules. The lease will then be signed.
5. The amount of rent the participant is responsible for will be determined. The participant may choose between 30% of their adjusted gross income or a “flat” rent.
6. The participant moves into their new home.

## RENT

Rent for the FHRA's housing properties is equal to 30 percent of the tenant's gross adjusted income or a “flat” rent. For this reason, the FHRA will ask for detailed income information during the application and review processes. The rent enables FHRA residents the opportunity to live in safe, quality housing at affordable costs. It also frees a greater portion of income for other expenses such as clothes, education and living necessities.

## **ENVIRONMENT**

Through its departments and programs, the FHRA strives to provide and maintain a quality living environment for its residents. Providing safe, decent, and sanitary housing for eligible individuals is the primary goal of the FHRA. It is also a goal of this agency to assist eligible individuals or families to secure affordable housing, create opportunities for residents' self-sufficiency and economic independence, as well as ensure fiscal integrity by all program participants.

The FHRA will not discriminate against any applicant because of national origin, gender, familial status, disability, age, religious preference, political affiliation or acquaintance with any public official at the federal, state, or local level.

## THE GRAVER INN HOUSING APPLICATION

The Graver Inn is a newly renovated rental-housing complex located at 123 Roberts Street, Fargo, ND. The Graver Inn was designed to house low to very low-income households and was renovated utilizing the Federal Low-Income Housing Tax Credit Program and the HOME Investment Partnerships Program. Households with gross annual incomes less than the following current maximum income limits are eligible to apply:

Income Limits Effective May 14, 2011

| Number of Person(s) | 40% (10 Units) | 50% (50 Units) |
|---------------------|----------------|----------------|
| 1                   | \$19,080       | \$23,850       |
| 2                   | \$21,800       | \$27,250       |
| 3                   | \$24,520       | \$30,650       |
| 4                   | \$27,240       | \$34,050       |

The Fargo Housing & Redevelopment Authority (FHRA) is required to verify all sources of household income prior to occupancy to determine initial eligibility and all residents must be annually recertified to determine their continuing eligibility to occupy a unit at The Graver Inn. **The final determining factors for occupancy will be based on a review of income, household size, and the availability of an apartment.** All residents will be required to sign a one-year lease and pay a security deposit of \$150.00 in order to secure an apartment.

### **The following steps make up the application process:**

1. Attached you will find a Graver Inn Application For Housing. You must complete, sign and date the Application, and return it to the FHRA at 325 Broadway, Fargo, ND 58102
2. The FHRA will review your application and make an initial determination.
3. If it appears you qualify, the FHRA will verify your household's income information.
4. If you are eligible and a unit is available, a lease will be executed between you and the FHRA.
5. If it appears you qualify and a unit is not available, you will be put on a waiting list and the FHRA will notify you when a suitable unit may become available. (NOTICE: You are required to notify the FHRA, in writing, of any changes of address or phone number. If the FHRA cannot contact you, your name may be removed from the waiting list, and you will have to re-apply).

If you have any questions, please call Darcy at 1-701-478-2549.

# RENTAL ASSISTANCE

## GENERAL INFORMATION

The Rental Assistance program is funded and regulated by the United States Department of Housing and Urban Development (HUD).

Rental Assistance applicants are responsible for finding their own qualified unit. The property owner and/or landlord will establish the lease, enforce its provisions and collect the clients' agreed-upon share of the rent. The FHRA pays the landlord a subsidy for the difference between the market rent price and the amount of rent paid by the tenant. The property owner and/or landlord is responsible for the maintenance and upkeep of the facility. Properties eligible for Rental Assistance must be located within the FHRA's jurisdiction (Fargo, Moorhead, or West Fargo).

## WHO MAY BE ELIGIBLE?

An applicant family will be "eligible" if they:

- Have an annual income at or below a PHA's income limit; and
- Meet one of the PHA's definitions of "family"; and
- Have at least one family member who is either a U.S. citizen or an eligible immigrant; and
- Provide Social Security numbers for every family member age 6 or older or certify that they do not have Social Security numbers.

In addition to these criteria, an applicant must pass the PHA's screening before being qualified to receive a unit offer.

## INCOME GUIDELINES

**Effective: 06/2011**

Income includes ALL income the household receives from ALL sources.

| NUMBER OF PEOPLE | EXTREMELY LOW | VERY LOW |
|------------------|---------------|----------|
| 1                | \$14,600      | \$24,300 |
| 2                | \$16,650      | \$27,800 |
| 3                | \$18,750      | \$31,250 |
| 4                | \$20,800      | \$34,700 |
| 5                | \$22,500      | \$37,500 |
| 6                | \$24,150      | \$40,300 |
| 7                | \$25,800      | \$43,050 |
| 8                | \$27,500      | \$45,850 |

## LOCAL PREFERENCE FOR SELECTION

The FHRA will select families for participation in the Rental Assistance program in accordance with the following local preferences:

- Victims of domestic violence
- Those displaced as a result of a local natural or manmade disaster.
- AmeriCorps Vista members serving a term service in the Fargo area.
- Persons moving into the Graver Inn
- Persons moving into Sisters Path Treatment Center

Once a client is accepted into the program and has been issued a Voucher, the client will have 60 days to find a qualifying unit. Their current housing may be acceptable.

The client is responsible for paying any security deposit requested by the landlord (up to one month's rent).

| <b>BEDROOM SIZE</b> | <b>Payment Standard*<br/>(Effective 01-01-11 )</b> |
|---------------------|--|
| Efficiency          | \$440  |
| One Bedroom         | \$525  |
| Two Bedroom         | \$650  |
| Three Bedroom       | \$910  |
| Four Bedroom        | \$1,050  |
| Five Bedroom        | \$1200   |

\*The payment standard includes rent of unit plus tenant-paid utilities (excluding telephone and cable TV).

\*Exception payment standards are available for households with disabilities that require accessibility features.

Client pays approximately 30% of the household's gross adjusted income towards their rent portion.

## WHERE TO GO FOR HELP...

| <b>MEALS</b>  | <b>HOUSING ASSISTANCE</b>   | <b>SHELTERS</b>   |
|---|---|---|
| <p><b>NEW LIFE CENTER</b></p> <p>1902 3rd Ave N<br/>Fargo, ND 58102<br/>(701) 235-4453</p> <p>(served M-F: 12 pm and 5pm)<br/>(served Sat &amp; Sun: 10 am and 4:30 pm)</p>                                   | <p><b>CASS COUNTY HOUSING AUTHORITY</b></p> <p>230 8th Ave W<br/>West Fargo, ND 58078<br/>(701) 282-3443</p>  | <p><b>NEW LIFE CENTER</b></p> <p>1902 3rd Ave N<br/>Fargo, ND 58102<br/>(701) 235-4453</p>  |
| <p><b>CHURCHES UNITED</b></p> <p>1901 1<sup>st</sup> Ave N<br/>Moorhead, MN 56560<br/>(218) 236-0372</p> <p>(Served M-F: 12 pm &amp; 6 pm)<br/>(Brunch Sat &amp; Sun: 10 am &amp; 6 pm)</p>                   | <p><b>CLAY COUNTY HOUSING AUTHORITY</b></p> <p>116 Center Ave E<br/>Dilworth, MN 56529<br/>(218) 233-8883</p> | <p><b>YWCA</b><br/>(for Women &amp; Children)</p> <p>3000 S. University Dr.<br/>Fargo, ND 58103<br/>(701) 232-3449</p> <p>Food Baskets: M-F: (8:30 am – 4 pm)<br/>Pick-up: After 6 pm<br/>Weekends: Call for Availability</p> |
| <p><b>SALVATION ARMY</b></p> <p>304 Roberts St N<br/>Fargo, ND 58102<br/>(701) 232-5565</p> <p>(Served M-F: 8-9 am and 11:30 am -12:30 pm)<br/>(Served Sat: 11:30 am – 12:30 pm)<br/>(Served Sun: 5-6 pm)</p> | <p><b>COMMUNITY HOMES</b></p> <p>702 23<sup>rd</sup> St S<br/>Fargo, ND 58103<br/>(701) 293-6014</p>          | <p><b>CHURCHES UNITED</b><br/>(Men, Women &amp; Families)</p> <p>1901 1<sup>st</sup> Ave N<br/>Moorhead, MN 56560<br/>(218) 236-0372</p>  |
| <p><b>DOROTHY DAY HOUSE</b></p> <p>714 8<sup>th</sup> St S<br/>Moorhead, MN 56560<br/>(218) 233-5763</p> <p>Food Baskets: M-Th: (7-8 pm)<br/>Pick-up at: 1308 Main Ave<br/>Moorhead, MN</p>                   | <p><b>FARGO HOUSING AUTHORITY</b></p> <p>325 Broadway<br/>Fargo, ND 58102<br/>(701) 293-6262</p>              | <p><b>DOROTHY DAY HOUSE</b></p> <p>714 8th St S<br/>Moorhead, MN 56560<br/>(218) 233-5763</p>   |
|   | <p><b>MOORHEAD PUBLIC HOUSING</b></p> <p>800 2nd Ave N<br/>Moorhead, MN 56560<br/>(218) 299-5458</p>          |   |
|   | <p><b>N. D. HOUSING FINANCE</b><br/>118 Broadway, Suite 604<br/>Fargo, ND 58102<br/>(701) 239-7255</p>        |   |

| <b>MEDICAL SERVICES</b>   | <b>TANF, MA, FOOD STAMPS &amp; FUEL ASSISTANCE</b>                                       | <b>MENTAL HEALTH &amp; SUBSTANCE ABUSE</b>  | <b>GENERAL</b>   |
|---|--|---|--|
| CLAY COUNTY HEALTH<br><br>(701) 299-5220  | CASS COUNTY SOCIAL SERVICES<br><br>1010 2nd Ave S<br>Fargo, ND 58103<br>(701) 241-5761   | LAKELAND MENTAL HEALTH<br><br>1010 32nd Ave S<br>Moorhead, MN 56560<br>(218) 233-7524 | FREEDOM RESOURCE CENTER<br><br>2701 9 <sup>th</sup> Ave SW<br>Fargo, ND 58103<br>(701) 478-0459<br>www.freedomrc.org |
| FAMILY HEALTHCARE CENTER<br><br>306 4th St N<br>Fargo, ND 58102<br>(701) 239-7111   | CLAY COUNTY SOCIAL SERVICES<br><br>715 11th St N<br>Moorhead, MN 56560<br>(218) 299-5200 | SOUTHEAST HUMAN SERVICES<br><br>2624 9th Ave SW<br>Fargo, ND 58103<br>(701) 298-4500  | HOTLINE<br>235-7335  |
|   |  |   | SUICIDE HOTLINE<br>232-4357  |
| MIGRANT HEALTH SERVICE<br><br>810 4th Ave S<br>Moorhead, MN 56560<br>(218) 236-6502                                       |  |   | NATIVE AMERICAN OUTREACH<br><br>324 7th St N<br>Fargo, ND 58102<br>(701) 235-3124                                    |
| HOMELESS HEALTH SERVICE @ ST. MARKS LUTHERAN CHURCH<br><br>670 4 <sup>th</sup> Ave N<br>Fargo, ND 58102<br>(701) 298-9245 |  |   | N.D. FAIR HOUSING COUNCIL<br>(888) 265-0907<br>For Landlord & Tenant Rights or www.ndaa.net                          |
|   | <b>LEGAL SERVICES</b><br><br>FARGO<br>(701) 232-4495<br><br>MOORHEAD<br>(218) 233-8585   |   | PRESENTATION PARTNERS IN HOUSING<br>235-6861   |
|   |  |   | RAPE/ABUSE CRISIS CENTER<br>293-7273   |
|   |  |   | SENDCAA<br><br>3233 S University Dr<br>Fargo, ND 58103<br>(701) 232-2452   |
|   |  |   | VILLAGE FAMILY SERVICE CENTER<br>235-6433  |
|   |  |   | YOUTHWORKS<br><br>1308 23rd St S<br>Fargo, ND 58103<br>(701) 232-8558  |
|   |  |   | ST. VINCENT'S<br>235-5944  |